

**Meeting of the Waterbury Select Board  
May 2, 2016  
Steele Community Room – 28 North Main Street**

Present: C. Nordle, C. Viens, D. Schneider, and J. Brown, Select Board; W. Woodruff, Public Works Director; B. Farr, Community Liaison for Transportation Projects; W. Shepeluk, Municipal Manager; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: Ken Robie, Everett Coffey, Scott Williams, Kristin Kassis, Karen Nevin, Zoe Gordon, Robert Dombrowski, Harriet Grenier, Roger Cranse.

The meeting of the Select Board was called to order at 7:03pm.

**APPROVE AGENDA**

C. Nordle made a motion to approve the agenda. The motion was seconded by J. Brown and passed unanimously.

**CONSENT AGENDA ITEMS**

C. Viens made a motion to approve the consent agenda items including the minutes of the April 18<sup>th</sup> and April 25<sup>th</sup> meetings. The motion was seconded by J. Brown and passed unanimously.

**PUBLIC**

No public comment.

**STATE'S ATTORNEY SCOTT WILLIAMS**

S. Williams stated he took office in February of 2015 and investigates and prosecutes crimes committed in Washington County. He then gave some statistics over the past year and explained some of his duties. S. Williams stated that he and his staff each handle about 600 cases per year and are understaffed. He gave additional examples of the types of cases in which his office is involved, and spoke briefly on truancy issues.

**ROUNABOUT FENCE PROJECT RFP**

K. Kassis distributed a Request for Proposal & Bids to replace the fencing by the roundabout and explained how the current fence would be replaced with black colonial aluminum fencing. The proposal will be submitted by Revitalizing Waterbury on behalf of the Town of Waterbury. She asked for permission from the Select Board to proceed with the bids and commence fundraising. The fence will be a part of a broader fundraising initiative by RW.

C. Nordle asked if VTrans approval is required, and if the Town actually needs the original fencing that will be replaced. W. Shepeluk responded that the fence being replaced is the right-of-way fencing that is required by VTrans. The proposed fence is adequate for VTrans standards, and they do not want the fencing returned. The fencing can be used to replace existing older fencing or can be sold.

C. Nordle made a motion to approve distribution of the RFP. The motion was seconded by C. Viens and passed unanimously.

**CLARIFY AUTHORITY OF ANIMAL CONTROL OFFICER**

W. Shepeluk stated that there was a dog incident in Waterbury Center. A letter was written to the owner with directions as to how to address certain issues, and if not followed, the ACO stated he may come back to the Select Board for permission to impound the dog. W. Shepeluk explained that the ordinance gives the ACO the authority to impound dogs and

that he does not need permission from the Board. C. Nordle stated that if there is a need to impound, there should be a pressing public safety issue. There should be education and outreach components and impoundment should be rare. It was clarified that impoundment does not mean that the dog is euthanized.

#### **VTRANS UPDATE**

K. Robie was present to discuss VTrans projects in Waterbury. He listed projects that have been completed, and outstanding projects including the roundabout, Exit 10 bridges, the Waterbury-Stowe reclamation project, the Main Street project and the Crossett Brook culvert bridge project. VTrans needs to determine if reconfiguration of the southbound ramp will be permanent, and will monitor it throughout the summer.

A temporary bridge is in place for the Crossett Brook culvert project. VTrans is working to get a permanent replacement in place by December 2016.

The Waterbury-Stowe Route 100 reclaim project will commence in the spring of 2017 and will take two full construction seasons. The project will include additional turn lanes and possibly a signal at Guptil Road. It has not been determined where the project will start, but they do not want the Waterbury end of the construction and the Main Street project to coincide. The potential signal at Guptil Road was discussed, with concerns about too many lights along that corridor. This work may all be done during the night as traffic is heavy during the day.

The Waterbury Main Street project is scheduled for summer of 2018. They are four months ahead of schedule on the right-of-way process. This will be a three construction season project.

B. Farr introduced K. Nevin and Z. Gordon to K. Robie, who will be working with all of the businesses to maintain continuity during the project. B. Farr stated that W. Woodruff is working with contractors on the roundabout bridge deck work. The bridge deck is in much worse shape than anticipated so may not be completed at this time as it is not within the amount budgeted.

B. Farr asked if any additional closures would be expected on Stowe Street. K. Robie indicated that there may be intermittent closures.

#### **MEMORANDUM OF UNDERSTANDING – TOWN, LIBRARY, HISTORY CENTER**

C. Nordle explained that the MOU involves who will be in charge of the historical artifacts and who will be in charge of display, cataloguing, maintenance, etc. The agreement is the result of discussions held between the parties involved. The Library Commissioners and Historical Society have approved the MOU and authorized their representatives to sign. C. Viens made a motion to accept the MOU between the Town, Library and History Center. The motion was seconded by J. Brown and passed unanimously. The Library Commissioners will prepare a letter of transfer.

#### **MEMORANDUM OF UNDERSTANDING – WATERBURY (HOPE) CEMETERY ASSOCIATION**

W. Shepeluk stated that the Waterbury Center Cemetery has already been turned over to the Town. The Hope Cemetery Association has continued to be in existence, and the Town owns and pays for the maintenance of the Cemetery. The Hope Cemetery Association would like to dissolve and turn over the perpetual care funds to the Town of Waterbury. The Association has signed the MOU. There is a designated cemetery fund where the perpetual care funds will be placed. C. Nordle would like some understanding of the condition of the

financial records. W. Shepeluk will work with John Woodruff and Bill Morse to gain as much information as possible. C. Nordle made a motion to approve the signing at the next Board meeting as a consent agenda item provided that an account balance is provided in the MOU and the Manager investigate the quality of the financial records. The motion was seconded by J. Brown and passed unanimously.

#### **LEAF PEEPER'S RACE**

Roger Cranse, Race Director, was present to discuss the race and stated that it is the same course as last year. There were three Waterbury policy officers, three officers from the Sheriff's Department, and the Fire Department on the course. W. Shepeluk stated that the 2015 race went very smoothly. D. Schneider suggested using WDEV in the communication plan. A. Imhoff suggested that at the end of the race, a police officer be stationed at the intersection of South Main and Park Row. C. Nordle made a motion to approve the race on October 2<sup>nd</sup> as proposed with the road closures as proposed. The motion was seconded by C. Viens and passed unanimously.

#### **UPDATE ON CELL TOWER**

W. Shepeluk distributed a memo from S. Lotspeich on the update on the Verizon Cell Tower application. On April 6<sup>th</sup>, there was a walk through at the site of the proposed tower. The purpose was to do additional field reconnaissance regarding wildlife. The meeting reconvened at ANR offices at National Life to discuss wildlife issues. The ANR proposed an alternate site that was lower in elevation. The site was later rejected by Verizon due to lack of adequate cell coverage from the lower elevation. The next major step will be for the Public Service Board to set up a technical hearing on the application and take testimony on the various aspects.

C. Viens stated it seem odd that the Municipal Plan calls for preservation of critical wildlife habitats but the Zoning Amendments allow for the construction of residential structures in the same area.

M. Blauvelt asked if the Town planned to hire a telecommunications engineer to find an alternative site. W. Shepeluk stated that it was asked that the tower be moved to a lower elevation and this was rejected by rejected by Verizon. A location was suggested on Barnes Hill and this has not been addressed by Verizon.

There being no further business, the meeting of the Select Board adjourned at 9:20pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: \_\_\_\_\_